



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 6/4/2024

To: Sonoma County Board of Supervisors

Department or Agency Name(s): Public Infrastructure

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: Majority

Supervisorial District(s): First District

Title:

Sonoma Veterans Memorial Building Use Agreement

Recommended Action:

- A) Authorize the Director of Sonoma County Public Infrastructure to execute the proposed agreement with the City of Sonoma to allow the City, subject to certain conditions, up to fifteen “Free Days” per fiscal year for use of the Sonoma Veterans Memorial Building by non-profit community organizations designated by the City.
- B) Find that the “Free Days” agreement is in the public interest and that the use of the Sonoma Veterans Memorial Building under the Agreement will not substantially conflict or interfere with County use.
(First District)

Executive Summary:

The County of Sonoma owns and operates the Veterans Memorial Building located in the City of Sonoma. In addition to serving as a meeting location for the Veterans groups located in and around Sonoma, the building also serves as a rental facility for individuals, organizations, and non-profit organizations to use.

In order to support local community and non-profit groups, since approximately 1991, the County has availed 10-15 of days annually to the City of Sonoma, where the building is located. Therefore, the City of Sonoma (City) has requested an agreement with the County for use of the building for up to 15 days during each Fiscal Year July 1, 2024 - June 30, 2027. Under the proposed agreement, the City is able to grant a “Free Day” to non-profit organizations designated by the City. In return for each “Free Day” usage, the City will pay the County \$1,000 for each use, to offset facility costs.

Discussion:

Under a long-standing arrangement with the City of Sonoma, the County has made available the Sonoma Vets Building for Free Days since approximately 1991. This understanding has allowed local community groups and nonprofits to use the facility for fund raising events at no direct charge for the benefit and support to said local community groups, while the City has made offsetting payment to the County for the cost of said Free Days as in lieu rental compensation. The County formalized this understanding back in 2014 and renewed this arrangement via a letter agreement with the City again in 2015.

The County’s allowance of “Free Day” use with the City has supported many community and non-profit fundraiser uses of the Sonoma Veterans Memorial building including:

- Sonoma Valley School Boosters Club – Annual Crab Feed Fundraiser
- Valley of the Moon Lions Club – Annual Crab Feed Fundraiser
- Sonoma Valley Film Society – Film Festival Fundraiser
- Sonoma Community Center – Trashion Fashion Fundraiser
- Valley of the Moon Amateur Radio Club – Hamfest Fundraiser
- La Luz Center – Fundraiser for La Luz
- Sonoma Volunteer Firefighter’s Association – Parade Staging

There is a broad public benefit associated with continuing the allocation of “Free Day” use of the facility and Public Infrastructure is recommending approval of a new agreement commencing July 1, 2024, and expiring on June 30, 2027. The new agreement maintains the current, discounted rate of \$1,000 per day the City pays the County to ensure a portion of the expenses associated with use are offset.

Under terms of the proposed agreement, “Free Days” will be limited to 12 hours per day, and no “Free days” will occur on any observed holidays. In general, Veterans group usage of the facility will take precedence, and “Free Days” cannot be used if the use conflicts with pre-scheduled Veterans meetings or events. Additionally, the organizations receiving the “Free Day” from the City will be subject to all standard facility rental rules, and certain other requirements. Whereas the standard building usage fee will not be paid by the “Free Day” organizations, other standard use, cleaning, and equipment charges still apply.

If in the public interest and if the use will not interfere with County’s use of the subject property, Government Code section 25526.6 allows County real property to be leased, licensed, or used by any public agency, on terms and conditions as determined by the County. Here, the “Free Day” arrangement will only allow for use on days and times when the Veterans Building space is otherwise available and not needed for County purposes. Also, the “Free Days” can only be used by non-profit groups, and the City of Sonoma has a proven track record of making the “Free Days” available to community-interest groups and events for beneficial causes.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Dec. 14, 2021: Approved three-year “Free Days” Agreement

June 23, 2015: Approved “Free Days” Agreement.

FISCAL SUMMARY

Expenditures	FY 23-24 Adopted	FY 24-25 Projected	FY 25-26 Projected
Budgeted Expenses		\$15,000	
Additional Appropriation Requested			
Total Expenditures		\$15,000	
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other		\$15,000	
Use of Fund Balance			
Contingencies			
Total Sources		\$15,000	

Narrative Explanation of Fiscal Impacts:

The agreement will result in revenue of \$1,000 for each free day the City grants. The revenue offsets operating cost of the facility and is included in the budget for the Veterans Building.

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

- 1 – “Free Days” Agreement with City of Sonoma
- 2 – Sonoma Building Application 2023 with Floorplan
- 3 – Hall Cleanup Form 2020

Related Items “On File” with the Clerk of the Board:

None